

Monthly Report

May 1, 2007 through May 31, 2007

Project Title

Montana Department of Transportation (MDT) One Stop Shop for Traveler Information

Principal Investigator

Michael Berman
Program Manager
PBS&J

Research Assistants

The work performed under this contract has been performed by PBS&J with the assistance of our subcontractors, Current Transportation Solutions and ETC Institute.

Introduction

This first monthly report covers the period from May 1, 2007 through May 31, 2007. During that month, the PBS&J team continued work on the early tasks in the project.

The next section provides an overview of the project objective. The report then provides an overview of the progress completed during the previous month, and compares anticipated budget and work to the project schedule.

Project Objective

The objective of this project is to develop an implementation plan for a one-stop shop for traveler information, with a focus on traveler information needs for the transportation-disadvantaged, including the elderly, disabled, and poor. In addition, the plan should address traveler information needs for tourists.

Work Progress

We performed the following tasks:

- Completed the second and third focus groups
- Continued work on assessment and analysis of gaps.
- Began working on implementation plan

Issues

The focus group members were primarily from the human services community. We will likely need to conduct some one-on-one interviews with selected transportation and transit providers to get their feedback.

Major Accomplishments or Discoveries

The major accomplishment for this period was the completion of the focus groups.

Work Projection

During the next month, we plan to complete the following activities:

- Complete the focus group report.
- Conduct interviews with additional stakeholders as needed.
- Continue work on the implementation plan.

Financial Report

Table 1 on the following page shows the current financial status of the project as of the end of April, 2007. Note that the financial summary lags behind the progress report by one month.

Table 1: One-Stop Shop Financial Summary

Task	Initial Cost	Expended to Date	Percent Expended	Amount Remaining	Percent Remaining	Estimated Percent Complete
Finalize Research Plan	\$ 7,318	\$ 5,680	77.6%	\$ 1,638	22.4%	100%
Review Transportation Information Systems	\$ 8,685	\$ 5,400	62.2%	\$ 3,285	37.8%	85%
Identify Current Technologies	\$ 9,349	\$ 5,400	57.8%	\$ 3,949	42.2%	85%
Review existing MT Information Services	\$ 8,043	\$ 2,500	31.1%	\$ 5,543	68.9%	50%
Determine Public and User Needs	\$ 35,000	\$ 7,468	21.3%	\$ 27,532	78.7%	20%
Determine Additional Needs	\$ 12,753	\$ 1,000	7.8%	\$ 11,753	92.2%	15%
Determine Best Options	\$ 4,559	\$ 678	14.9%	\$ 3,881	85.1%	20%
Recommend Implementation Approach	\$ 3,757	\$ 1,000	26.6%	\$ 2,757	73.4%	
Review Funding Options	\$ 3,446	\$ 3,283	95.3%	\$ 163	4.7%	95%
Review TranPlan 21	\$ 2,075	\$ 2,044	98.5%	\$ 31	1.5%	100%
Implementation Plan	\$ 16,344	\$ -	0.0%	\$ 16,344	100.0%	
Kick-Off Meeting	\$ 4,961	\$ 4,274	86.2%	\$ 687	13.8%	100%
Mid-Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Final Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Project Summary Report	\$ 1,335	\$ -	0.0%	\$ 1,335	100.0%	
Monthly Progress Reports	\$ 3,414	\$ 1,431	41.9%	\$ 1,984	58.1%	11%
Total	\$ 130,963	\$ 40,159	30.7%	\$ 90,804	69.3%	
		Actual	Projected			
State Fiscal Year 2007 Expenditures		\$ 40,159	\$ 97,872			
Federal Fiscal Year 2007 Expenditures		\$ 40,159	\$ 97,872			